

# RESIDENTIAL BUILDING PERMIT APPLICATION



\*Applicant to complete all required spaces

JOB ADDRESS (CORRECT ADDRESS IS REQUIRED TO PROCESS THIS APPLICATION)*			
1.			
2. LEGAL DESCRIPTION*	LOT NO.	BLOCK	TRACT/SUBDIVISION
3. OWNER	MAILING ADDRESS		ZIP PHONE
3. CONTRACTOR *	MAILING ADDRESS		ZIP PHONE
4. ARCHITECT OR DESIGNER*	MAILING ADDRESS		ZIP PHONE
5. ENGINEER *	MAILING ADDRESS		ZIP PHONE
6. USE OF BUILDING*			
7. CLASS OF WORK*: <input type="checkbox"/> NEW <input type="checkbox"/> ADDITION <input type="checkbox"/> ALTERATION <input type="checkbox"/> REPAIR <input type="checkbox"/> MISCELLANEOUS			
8. DESCRIBE TYPE OF WORK YOU ARE PERFORMING*:			
9. FLOOD ZONE *: YES OR NO *(FEMA Certificate is REQUIRED regardless of Flood Zone)		10. TRCC Registration No.:	
11. TYPE OF ROOF*:			
12. Total VALUATION OF WORK*: (for New Homes: Total Selling Price of Home, including lot price)			
13. BUILDING HEIGHT:		<b>Special Conditions:</b> <hr/> <hr/> <hr/>	
14. SLAB ELEVATION*:			
Slab/lowest floor of structure in flood prone area shall be certified by a registered engineer or registered public surveyor to be 12 inches above the base flood elevation. <b><u>A stamped form survey with slab form MSL elevation shall be submitted at Slab inspection.</u></b>			
<div style="border: 2px solid black; padding: 10px; text-align: center;"> <h2 style="margin: 0;">NOTICE</h2> <p>SEPARATE PERMITS ARE REQUIRED FOR DRIVEWAY, DRIVEWAY APPROACHES, PUBLIC WALKS, RAMPS, SIGNS, ELECTRICAL, MECHANICAL, PLUMBING, HEATING, OR VENTILATING. THIS PERMIT BECOMES NULL AND VOID IF WORK OR COSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX MONTHS AT ANY TIME AFTER WORK IS COMMENCED.</p> <p>I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.</p> </div>			
<b>APPLICANT NEEDS TO COMPLETE THE FOLLOWING SPACES BELOW.</b> State N/A to those sections that do not apply to the structure or work you are performing.			
Construction Type		Occupancy Group	Occupant Load
1 <sup>st</sup> Floor (S.F)		Number of Stories	Parking Spaces
2 <sup>nd</sup> Floor (S.F)		Total Paving	Use Zone
3 <sup>rd</sup> Floor (S.F.)		Lot Size	Fire Sprinkler Req. Yes or No
Garage (S.F.)		Total Building (S.F.)	% Lot Coverage
<div style="display: flex; justify-content: space-between;"> <div>           SIGNATURE OF APPLICANT _____             PRINTED NAME OF APPLICANT _____             E-MAIL ADDRESS _____             FAX NUMBER _____         </div> <div>           DATE _____             PHONE NUMBER _____         </div> </div>			

## FOR OFFICE USE ONLY

**PLAN REVIEW FEE:** Amount due at time of submittal

Plan Review fee x .50 = \_\_\_\_\_

### Approvals

Accepted by PSR \_\_\_\_\_ Date \_\_\_\_\_

Building Official \_\_\_\_\_ Date \_\_\_\_\_

Application Number \_\_\_\_\_

**Building Permit fee shall be paid after plan review is completed**

BUILDING PERMIT FEE \$ \_\_\_\_\_

## Permit Fees

### Total Valuation

#### A. Building

Less than \$1,000

No fee, unless an inspection is required, in which case a \$15.00 fee for each inspection shall be charged.

\$1,000 to \$49,999.99

\$15.00 for the first \$1,000.00 plus \$5.00 for each additional thousand or fraction thereof, to and including \$49,999.99

\$50,000 to \$99,999.99

\$260.00 for the first \$50,000 plus \$4.00 for each additional thousand or fraction thereof, to and including \$99,999.99

\$100,000 to \$499,999.99

\$460.00 for the first \$100,000 plus \$3.00 for each additional thousand or fraction thereof to and including \$499,999.99.

\$500,000 and up

\$1,600.00 for the first \$500,000 plus \$2.00 for each additional thousand or fraction thereof.

#### B. Moving Fee

For the moving of any building or structure, the fee shall be \$100.00.

#### C. Demolition Fee:

For the moving of any building or structure, the fee shall be \$50.00. 0 up to 100,000 cu ft  
\$.50 100,000 cu ft and over per 1,000 cu. Ft.

#### D. Plan-checking fee:

When the valuation of the proposed construction exceeds \$1,000.00 and a plan review is required to be submitted by 103.2, a plan-checking fee shall be paid to the building official at the time of submitting plans and specifications for plan checking. A plan-checking fee shall be equal to one-half of the required building permit fee as set forth in 103.7.4. **Such plan-checking fee is in addition to the building permit fee.**

#### E. Penalties

Where work for which a permit is required by this Code is started or proceeded prior to obtaining a permit, the fees herein specified shall be doubled, but the payment of such double fees shall not relieve any persons from fully complying with the requirements of this Code in the execution of the work nor from any other penalties prescribed herein.